



CITY OF CLEVELAND
Mayor Justin M. Bibb

Request for Proposal

For the Economic Development Analysis of **BURKE LAKEFRONT AIRPORT**

November 2022
City of Cleveland
601 Lakeside Avenue
Cleveland, Ohio 44114

November 3, 2022

Dear Consultants:

The City of Cleveland ("the City"), through its Chief Integrated Development Officer ("Chief"), is currently soliciting proposals from qualified firms ("Consultant" or "Consultants") for the completion of an economic development analysis ("analysis") of the Burke Lakefront Airport ("BKL") for the City. The objective of this analysis is to quantify the current economic impact of BKL as well as the future economic impact potential from closing BKL, considering a range of options for alternative development on the property.

A non-mandatory pre-qualification meeting will be held virtually on Wednesday, November 16, 2022, at 10:00 a.m. EST. Consultants wishing to be considered in the selection process must submit an electronic copy of their proposal **no later than 5:00 p.m. EST, Friday, December 9 2022**. No proposals will be accepted after that date and time unless the City extends the deadline by a written addendum.

Electronic copies may be submitted to Transformative Projects Specialist Abby Poeske at apoeske@clevelandohio.gov with the subject line "Proposal for the Economic Development Analysis of Burke Lakefront Airport."

The City reserves the right to reject any or all proposals or portions of them, to waive irregularities, informalities, and technicalities, to re-issue or to proceed to obtain the service(s) desired otherwise, at any time or in any manner considered in the City's best interests. The Chief may, at his discretion, modify or amend any provision of this notice or the Request for Proposals.

Should you have any questions regarding this solicitation, please contact Abby Poeske at 216.664.2735.

Sincerely,



Jeff Epstein

Chief Integrated Development Officer
Office of the Mayor
City of Cleveland

CC: Bonnie Teeuwen, Chief Operating Officer
Tessa Jackson, Director of Economic Development
Joyce Huang, Director of Planning
Dennis Kramer, Interim Director of Port Control

Letter from the Mayor

To prospective firms,

The City of Cleveland is soliciting proposals to conduct an economic development analysis of the Burke Lakefront Airport, a major step in understanding how we can maximize the City's relationship with Lake Erie.

Cleveland is a lakefront city, and for too long, we have turned our back on the region's greatest asset. Further, the waterfront has been a source for physical, social and racial division in the city with the riverfront dividing east and west. My belief is that the waterfront can become a source of healing for Cleveland's communities and my vision is to provide access to all fourteen miles of Cleveland's Lakefront with the guiding principles of racial equity, economic opportunity, and climate resiliency.

The goal of this analysis is to garner a clear understanding of what Burke offers the City now and what its property could do for the City if developed differently. This will allow us to make a data-informed decision about this 445-acre lakefront property and how it can best serve our residents. This is part of a broader commitment by my administration to fully embrace Cleveland's lakefront.

Response requirements are found in this RFP. No proposal will be accepted after the required postmarked date and time unless a notification by the Project Team extends the deadline by a written addendum. Should you have any questions regarding this solicitation, please contact Jeff Epstein, Chief of Integrated Development at jepstein@clevelandohio.gov or Abby Poeske, Transformative Projects Specialist at apoeske@clevelandohio.gov.

We look forward to reviewing your responses.

Sincerely,



Mayor Justin M. Bibb



Overview

The City is requesting proposals from qualified firms for the economic development analysis of Burke Lakefront Airport for the City.

The aim of this study is to quantify the current economic impact of BKL as well as the future economic impact potential which could be generated from the property should the City choose to close BKL. The future economic impact potential should consider and quantify the impact of a range of development possibilities for this lakefront property, from minimal development (i.e., a 445-acre public park) to maximum density development and any potential alternatives.

The City is aware that there are a variety of perspectives, models, and approaches available to accomplish this analysis; therefore, the successful Consultant should be able to discern which model(s) will best enable the City to complete its goals for this project.

Context

Burke Lakefront Airport

Burke Lakefront Airport is owned and operated by the City, Department of Port Control (DPC). As shown on Exhibits 1 and 2, BKL is situated on approximately 445 acres in the City of Cleveland, Ohio. BKL is located at an elevation of 583.4 feet above mean sea level (msl). The Airport is located on the shores of Lake Erie, on North Marginal Road, east of 9th Street. Regional access to BKL is provided from I-90 via the Cleveland Memorial Shoreway.

The majority of BKL is on property of the State of Ohio, provided to the City, by way of submerged land leases. Burke currently has two submerged land leases with the State of Ohio and is in the process of applying for a third lease. When considering any potential changes to the use of Burke, it is important to be aware of the terms of the existing and future submerged land leases. The leases specify the allowable uses for the land, the necessary procedures that must be followed if the use will be changed, and the rental rate for the land. Leases will be shared with the selected Consultant.

Burke Lakefront Airport is located upon land that was created out of Lake Erie with artificial fill. Under the Public Trust Doctrine title to submerged Lake Erie lands including those lands formerly underlying Lake Erie and now artificially filled are held in trust by the State of Ohio for the benefit of its citizens. The State, acting as a trustee for all Ohioans, allows public land and natural

resources to be used only for public use and enjoyment such as navigation, commerce, fishing and recreation, public infrastructure, and in the case of Lake Erie, protection of shoreline property from flooding and erosion.

BKL consists of two runways (6L/24R - 6,603' & 6R/24L - 5,199'), a consolidated maintenance facility, a general aviation facility, a main terminal building, an aircraft rescue and fire-fighting station, and an air traffic control tower. Exhibits 3 shows the current facilities.

There are three confined disposal facilities (CDFs) on airport property and one adjacent to airport property. A CDF is a technology where dredged material is placed inside perimeter dikes that are built up above the water surface level. This provides more protection to the adjacent surface water as any contaminated material is confined. The dredged material at BKL comes from the Cuyahoga River. These CDF areas have environmental and geotechnical concerns that may restrict future building; however, they do not preclude public space and green space, and future CDF areas could be designed in a way to maximize future use. Exhibit 4 shows where the CDFs are located.

BKL serves a variety of tenants including commercial air service, general aviation, charter flights, flight training, emergency services, and non-aeronautical uses. Ultimate Air Shuttle is a commercial service, Part 135 operator that provides on-demand air shuttle services to limited markets. Signature Flight Support operates a fixed-base operator (FBO) on BKL's campus, providing general aviation services to transient and based aircraft operators including fueling, hanger ops, managing the FBO terminal, and other ground support services as necessary. Cleveland Clinic and PHI Air Medical are based at BKL and operate emergency medical transport services. BKL is home to 3 flight schools and 1 flight education operation that is run through Cleveland Metropolitan School District. BKL is also home to the annual Labor Day Air Show, which results in a positive economic impact to the City of Cleveland.

BKL is currently undergoing a master plan update project which includes the revisions of chapters from previous master plans (most recently in 2017), an updated airport layout plan (ALP), and the completion of an exhibit 'A' property map. The new master plan update will outline the best methodology for future development and growth of the airport based on aviation forecasts should the City elect not to close the airport.

Additional information and detail about the BKL property will be made available to the selected Consultant.

Adjacent Development

North Coast Harbor: North Coast Harbor consists of 176 acres of lakefront area located directly west of BLK, stretching from the mouth of the Cuyahoga River to the E. 9th Street area. It is managed by the Downtown Cleveland Alliance and the City. North Coast Harbor is home to the public waterfront Voinovich Bicentennial Park and anchor attractions such as the Rock & Roll Hall of Fame (attracts over 500,000 visitors annually), the 67,900-seat FirstEnergy Stadium (home of the Cleveland Browns), and the Great Lakes Science Center (attracts over 300,000 visitors annually and includes the NASA Glenn Visitor Center, one of only 11 NASA visitor centers in the country), and the William G. Mather Steamship Museum.

Within North Coast Harbor is a 21-acre site revitalized in 2016 which contains recreational and entertainment opportunities such as a marina for transient docking, sand volleyball and bocce courts, the Goodtime III (1,000 passenger sightseeing cruise ship), a restaurant

and function venue, and signature events such as the four-day Tall Ships Cleveland festival.

In 2019, North Coast Harbor reported nearly 200,000 visitors throughout the year, excluding guests at private events, visitors to the Rock and Roll Hall of Fame and Great Lakes Science Center, people aboard the Goodtime III cruise ship or attendees at Browns games. This number is set to significantly increase in the next decade as multiple institutions invest in renovations and expansions, including a potential Cleveland Browns stadium renovation and the Port of Cleveland's expanded cruise ship traffic through its recently constructed TSA checkpoint at the northwest corner of North Coast Harbor.

Lakefront: The City is currently leading a coordinated effort with county and state government, the private sector, and the public to advance a comprehensive Lakefront development plan. There has been recent progress to advance the Lakefront Connector Project, which plans to build a land bridge to create an extension of The Mall north to the water's edge to connect public spaces and create multi-modal access for all to Lake Erie. There are ongoing efforts to connect sections of the lakefront bikeway and walkway. Further, there are ongoing effort to determine a 'preferred alternative' to the current configuration of State Route 2 as a limited access highway. In the coming months, the planning process for [the Cleveland North Coast Lakefront Development Master Plan](#) will be underway, which will align these existing development and planning efforts into a cohesive whole, and identifying and determining a land-use vision for the presently automobile-centric and under-utilized land adjacent to the Lakefront.

Ideally, world-class passive and active recreational spaces at the North Coast Lakefront will invite increased usage of the Lakefront, encouraging people to visit the Lakefront more often and for longer durations. The redevelopment of the Lakefront will encourage more people to live, work, and visit the City of Cleveland. The development would provide enhanced and efficient venues for programming, events, and activations of multiple scales. The public space infrastructure will be further activated and integrated into the fabric of a vital neighborhood, comprised of mixed-use developments. Specific plans to achieve these goals will emerge from the Cleveland North Coast Lakefront Development Master Plan.

Downtown: Downtown Cleveland is the fastest-growing neighborhood in Cleveland with 62% population growth since 2010. In that time, nearly \$9 billion in investment has transformed the central business district into a diverse and thriving urban neighborhood. Between 2015-2020, over 1,500 new apartments were added. Current developments include: the 36-story Sherwin-Williams Global Headquarters; the new corporate headquarters for Cross Country Mortgage; an expansion of the Rock & Roll Hall of Fame; the redevelopment of 55 Public Square to include 205 apartments and six floors of office suites; the Erievue Tower rehabilitation to include a 210-room W Hotel and 227 new apartments; 130 new apartments at 700 Prospect Avenue; the redevelopment of the Centennial (formerly Huntington Building) to include nearly 850 new apartments, a 61-room hotel, retail and office; the 304-unit City Club Apartments; the 97-room Fidelity Hotel; and the addition of 203 apartments at the Bolivar Avenue parking garage.

A 2022 midyear market update for downtown Cleveland is available through the Downtown Cleveland Alliance [here](#). A full list of current downtown development projects is available through the Center for Cleveland [here](#). Additionally, the [Cleveland](#)

[Development Model](#) is an interactive tool designed to provide a contextual look at the significant private and public investment taking place in and around Cleveland's Central Business District.

Project Details

Scope of Services

The selected Consultant is expected to conduct an analysis of the current economic impact of BKL and conduct an analysis of the economic impact potential of redeveloping BKL. Economic impact may include but is not limited to economic output, regional value-add, jobs, household earnings, business revenue and profits, property value, or tax benefits. Impacts may be direct, indirect, or induced. The City will use the results of this study to help it reach a decision about whether or not to close BKL and redevelop it for other uses.

1. Components, at a minimum, should include:

A. Current Economic Impact of BKL

The Consultant shall complete an analysis quantifying the current economic impact and economic benefit of BKL based on current operations. This, at a minimum, should include:

- i. Direct and indirect employment at airport (including taxes)
- ii. Airport traffic (fees and taxes from use and landings)
- iii. Parking (taxes)
- iv. Special events (fees, taxes, employment, attendance, etc.)
- v. Other economic impacts

B. Economic Impact Potential of Closing BKL

The Consultant shall complete an analysis quantifying the future economic development potential from closing and redeveloping BKL. There is no current redevelopment master plan for Burke, and this analysis is intended to provide a range of potential economic impact. The City is open to alternative methodologies of understanding economic impact, but this analysis may include:

- i. Economic impact if the entire site is developed to minimal density (i.e., a 445-acre public park). This may include, but is not limited to:
 - a. Analysis based on economic development modeling
 - b. Analysis based on impacts of other large scale public parks and/or airport conversions
- ii. Economic impact if the entire site is developed to maximum density over a 10-20 year period. This may include, but is not limited to:
 - a. Direct model – develop land use and density assumptions using economic development modeling. This may include a high-level market analysis and an assessment of the impact of the developed property on local, regional, and State economies.
 - b. Indirect model – look at comparable closures/decommissions, such as Denver's Stapleton Airport, Chicago's Meig's Field Airport, Austin's Mueller Municipal Airport, Philadelphia's Naval Yard, San Francisco's Crissy Field, and military bases.
- iii. Analysis of additional adjacent development potential (North Coast, Lakefront, Downtown) unlocked if FAA-related building height and use restrictions from BKL are no longer applicable

- iv. Appraisal or other means of estimating the land value of the 445 acres where BLK is currently situated.
- v. Other tools/methodologies to predict a range of potential economic impact.

2. Deliverables, at a minimum, should include:

- i. Analysis, inclusive of the above components.
- ii. Presentation to the City's Integrated Development cluster and to Mayor Bibb's Cabinet.

3. Review and Approvals

Analysis Completion: The City shall approve the analysis deliverables and completion of the project.

Timeline

The project is to be completed expeditiously and the selected Consultant must be prepared to commence work immediately after the execution of a Contract for Professional Services. The selected Consultant must submit a final analysis no later than April 28, 2023, unless time is extended by the City.

Proposal Process and Guidance

Tentative Timeline

The City anticipates it will - but neither promises nor is obligated to - process proposals received according to the following schedule:

Advertise Request for Proposals	November 3, 2022
Pre-Qualification Meeting	November 16, 2022, 10:00 a.m. EST
Deadline for Submitting Questions	November 23, 2022, 5:00 p.m. EST
Deadline for Submitting Proposals	December 9, 2022, 5:00 p.m. EST
Selection of Finalists	Week of December 12, 2022
Interviews, if applicable	Week of December 19, 2022
Review Financial package	Week of December 26, 2022
Selection of Consultant	Week of January 2, 2022

The City reserves the right to refuse any submission not delivered by the deadline. Proposals or unsolicited amendments to proposals arriving after the closing will not be accepted.

Pre-Qualification Meeting

A non-mandatory pre-qualification meeting will be held, on Wednesday, November 16, 2022, at 10:00 AM EST via Microsoft Teams. At that time, interested parties may ask questions pertaining to this Request for Qualifications. Those planning to attend the pre-qualification conference must register by 5:00 p.m. Tuesday, November 15, 2022, via e-mail to apoeske@clevelandohio.gov. When registering, it will be necessary to provide the names of all attendees. It is also advantageous to provide e-mail addresses for all attendees, although it is not required. Consultants are encouraged to attend the conference although attendance is not mandatory. A link and call-in information will be emailed to all registrants the morning of Wednesday, November 16.

Questions and Communications

All communications will be formalized. Questions, including if this RFP should contain any discrepancies or omissions, or if the intended meaning of any part of this RFP is unclear or in doubt, may be submitted in writing to apoeske@clevelandohio.gov and will be accepted until 5pm EST on November 23, 2022. All questions and answers will be shared with prospective Consultants. Email subject line shall be: Burke Analysis RFP Questions.

Evaluation of Proposals

The committee will evaluate all responsive proposals based upon the information and materials contained in the proposals as submitted. The committee will then evaluate and score all responsive proposals, based on the evaluation criteria indicated below. The highest-scored proposal(s) shall then be deemed finalists; if necessary, the City reserves the right to expand the number of finalists in the event of ties.

Finalist Interviews

The City may select a limited number of Consultants to make a final interview of their qualifications, proposed services, and capabilities. The City will notify the Consultants selected for interviews in writing. The interview will not discuss pricing. These interviews shall be at no cost to the City of Cleveland.

Submission Requirements

Each Consultant that wishes to be considered for selection to perform the Scope of Services described in this RFP shall submit to Specialist Abby Poeske two separate pdf files, one labelled "Services Proposal_Firm Name", and one titled "Fee Proposal_Firm Name." Both files shall be non-editable pdf formats and shall be submitted electronically as described above.

All proposals shall contain concise written material and illustrations. Legibility, clarity, and completeness are essential. Each Consultant, in preparing their proposal, should consider all applicable laws and available industry guidelines as applicable.

The Request for Proposal (RFP) response, at a minimum, should include:

1. SERVICES PROPOSAL

A. Executive Summary (1 page)

The Consultant should include a brief introduction to the organization and an expression of interest in the completion of this analysis. Clearly indicate contact information, including phone and email, for the primary contact individual.

B. Organization of the Firm and Project Team

Include a description of the Consultant Firm, including information regarding its primary business, its background and history, its organizational structure, the number of employees, and commitment to diversity. This section should contain any additional information about the firm that the firm believes will assist in understanding the qualifications of the firm. It is highly desirable that there be a local component to the Consultant Team to facilitate response time to matters that require on-site reviews.

If the firm is a privately-held corporation, a listing of all stockholders, their interest in the company as related to percentage of ownership, and their interest, if any, in the operations of the entity must be included.

The Consultant should also submit an organizational chart of the organization's leadership and should list key project personnel. Please indicate if your firm is a Minority Business Enterprise, Female Business Enterprise, and/or a Cleveland Area small Business Enterprise MBE/FBE/CSB according to Consultants may include project personnel names, roles, and unique benefits the team brings to this project.

Consultants should include resumes of project team leadership and key personnel for this project.

C. Project Approach

The Consultant shall include a description how they plan to achieve the goals of this project, with specific descriptions of information gathering, evaluation, prioritization design, and documentation, and of their management, technical, and the QA/QC approach taking into account the unique project goals and constraints. Include a specific and complete list of proposed deliverables and a detailed conceptual project schedule.

D. Relevant Project Experience (1 page each)

Project sheets for completed relevant projects demonstrating ability to successfully lead and execute the type of work required for this project.

E. Capacity to Perform Work (1 page)

Provide a description of the Consultant's capacity to perform work requested by describing the Team's current workload, including consideration for current City project workload, and the availability of the staff to meet required schedules. Identify all City projects currently being worked on and stage of development. Describe the methods utilized to track work progress, budgets, and deadlines. Describe any support personnel or technical resources the Consultant plans to use to assist in performing work as required on schedule, and within budget.

F. References (3 pages)

The Consultant should provide three (3) verifiable positive references from non-affiliated entities or individuals, which may include but are not limited to ability, performance of previous contracts and service, integrity, character, reputation, judgment, experience, efficiency, delivery and professionalism.

G. Special Commendations (optional)

The Consultant shall provide any other pertinent data, information and other extraordinary circumstances which will clearly demonstrate their unique ability to provide the required Professional Services in a manner not detailed previously within this RFP.

H. Certificate of Insurance

Submit a Certificate of Insurance form indicating limits of professional services (errors and omissions) and general liability coverage as a separate attachment to their Proposal, and shall at all times during the term of the contract resulting from this RFP, maintain the following insurance coverage:

- a. The insurance company or companies providing the required insurance shall be authorized by the Ohio Department of Insurance to do business in Ohio and rated "A" or above by A. M. Best Company or equivalent. The Successful Consultant, as Consultant, shall provide a copy of the policy or policies and any necessary endorsements, or a substitute for them satisfactory to and approved by the Director of Law, evidencing the required insurances upon execution of the contract.
- b. Professional liability insurance with limits of not less than \$200,000.00 for each occurrence and subject to a deductible for each occurrence of not more than \$25,000.00 per occurrence and in the aggregate, and if not written on an occurrence basis, shall be maintained for not less than two (2) years after satisfactory completion and written acceptance of the services under the contract.
- c. Workers' compensation and employer's general liability insurance as provided under the laws of the State of Ohio.
- d. Statutory unemployment insurance protection for all of its employees.
- e. Such other insurance coverage(s) as the City may reasonably require.

I. Non-Competitive Bid Contract (Attachment A)

Non-Competitive Bid Contract Statement for Calendar Year 2022 is enclosed as Attachment A for use with contracts to be awarded in 2022. All Consultants submitting proposals for contracts awarded on or after January 1, 2022 must initially submit a notarized 2022 affidavit. If award of contract extends into 2023, then an updated form shall be required.

J. Equal Opportunity Documentation (Attachment B)

Enclosed is the Mayor's Office of Equal Opportunity Cleveland Area Business Code Notice to Bidders & Schedules - Attachment B. The Consultant must complete and sign each of the Schedules 1 through 4 as per the instructions. The Cleveland Area Business Code, Chapter 187 of the Codified Ordinances Cleveland, Ohio, 1976, is incorporated in and made part of the RFP, and any resulting contract by this reference, as fully as if attached. Refer to Attachments. This document is also available at ClevelandOhio.gov/oeo.

2. FEE PROPOSAL

The Fee Proposal shall be submitted as a separate pdf document from the Services Proposal. If the Consultant does not submit its Fee Proposal as a separate document, its response will be disqualified. Content for this part of the proposal submission shall be organized as follows:

A. Compensation

The proposal shall indicate the proposed fee for the service as defined previously and shall include an appropriate amount for reimbursable expenses as follows:

Total Compensation: \$

Reimbursable Allowance: \$

Total Base Compensation (Components + Reimbursable) \$

Contingency (10% of Total Base Compensation) \$

Total Contract Amount (Total Base Compensation + Contingency) \$

B. Contingency

The Contingency is eligible for use in performing Professional Services necessary to complete the project as contemplated in this RFP but are unforeseen at the time of issuance of this RFP. Any change in Professional Services to be paid from this Contingency shall be preceded by a Clarification, an itemized scope and fee breakdown provided by the Consultant, and a written determination by the Chief's designee, and approved by the Chief, that the change qualifies for payment at rates specified in this RFP and does not exceed the available Contingency amount. The Consultant's cost for overhead, profit and other expenses contemplated for assessment against the Contingency are to be included in the Lump Sum Fee and not in the Contingency.

C. Reimbursable Expenses

Reimbursable expenses shall be accounted for and reimbursed according to the City of Cleveland Professional Services Contracts Reimbursable Policy included in Attachment D of this RFP. The Consultant shall identify all items along with estimated costs for any reimbursable expenses required to complete for each Component of the project. This shall include, but is not limited to: deliveries, postage, printing, reproduction, geotechnical services, surveys, testing, fees, plan review fees, permits, special inspection fees and any other approved expenses usually associated with this type of project. Reimbursable expenses, including sub-consultant fees, shall be billed at cost invoiced, without any mark-up. Costs for mileage, travel, parking, tolls, lodging, meals and dues/membership fees to professional societies/organizations are NOT eligible for reimbursement and will not be considered. No qualification of the financial offer will be accepted. Reimbursable Expense Allowance amounts not expended in a previous Component may only be carried over to subsequent Components after written approval.

D. Professional Services Fee Proposal

The Fee Proposal shall indicate the makeup of your proposed fee including hourly rates, direct costs, overhead, profit, and indirect expenses based upon the total estimated hours to be spent to provide the services. In a separate PDF file titled 'Professional Services Fee', which is to be attached separate from the main proposal package PDF file, the interested Consultant shall submit one (1) digital copy via email of the interested Consultant's Professional Services Fee. Included in the file, in addition to the Lump Sum Fee broken down as described above, shall be a separate breakdown of the Consultant Team's Hourly Rates based upon discipline(s), classification(s) and staffing.

Although Consultant's proposed fees are not the deciding factor in the selection of the Consultant, it will be evaluated with other criteria herein and submitted with the proposal.

Selection Criteria
Criteria

Initially, proposals will be evaluated based on their relative responsiveness to the criteria described below and will be scored based on the point values as shown:

1. Quality of Proposal: 35 points

Quality of Proposal includes Organization of the Firm, Specific Approach to this Project, Ability to Perform the Scope of Services, Capacity to Perform Work (including consideration for current City project workload) and Special Accommodations.

2. Credentials of Key Personnel and Firm: 30 points

Credentials of Key Personnel includes Qualifications of the Project Team and Project Team as defined in the previous section, particularly the project manager who will be the lead person on this project, and their prior experience and demonstrated ability to perform the scope of work.

3. Demonstrated Ability: 25 points

Proposed Schedule to complete the work and demonstrated ability to meet proposed schedules and budgets. Demonstrated prior experience doing this type of project and examples of past related work completed by the firm are included in this.

4. Compensation/Fee: 10 points

This item will be reviewed after the evaluations of qualifications have been completed.

INTERVIEWS: Based on preliminary scoring of point-based items described above the City may create a short list of Consultant(s) and conduct interviews as warranted. Further instruction will be provided to the short listed Consultant(s) when notified of the forthcoming interview.

Additional Information and Requirements

1. Mailing List and Notifications – Attachment D: Mailing List is NOT exclusive. Qualified firms not on the list are encouraged to submit proposals for consideration and/or participate as team members. To assure that all modifications, notices and addenda are received, all interested firms that are included and not included on the list are required to notify Abby Poeske, Transformative Projects Specialist, in writing (via e-mail to apoeske@clevelandohio.gov) of their interest in the project. Said modifications, notices and addenda will be issued to those firms that have made their interest known. Firms that fail to confirm their interest risk not receiving important information regarding the project. The City will require the selected Consultant Team to abide by this RFP and any subsequent modifications, notices and addenda.
2. The City will not be responsible for any costs, expense or burden incurred by Consultants in the preparation and submission of proposals.
3. Proposals submitted are not made publicly available until the contract has been awarded by the City of Cleveland. All proposals and supporting materials as well as correspondence relating to this RFP become property of the City of Cleveland when received. Any proprietary information contained in the proposal should be so indicated. However, a general indication that the entire contents, or a major portion, of the proposal is proprietary will not be honored.

4. By submission of a proposal, the Consultant acknowledges that it is aware of and understands all requirements, provisions, and conditions in and of this RFP and that its failure to become familiar with all the requirements, provisions, conditions, and information either in this RFP or disseminated either at a pre-proposal conference or by addendum issued prior to the proposal submission deadline, and all circumstances and conditions affecting performance of the services to be rendered by the successful Consultant will not relieve it from responsibility for all parts of its Proposal and, if selected for contract, its complete performance of the contract in compliance with its terms. Consultant acknowledges that the City has no responsibility for any conclusions or interpretations made by Consultant on the basis of information made available by the City. The City does not guarantee the accuracy of any information provided and Consultant expressly waives any right to a claim against the City arising from or based upon any incorrect, inaccurate, or incomplete information or information not otherwise conforming to represented or actual conditions.
5. No organization, firms, or individuals seeking award of a contract under this solicitation may initiate or continue any verbal or written communications regarding the solicitation with any City officer, elected official, employee, or other City representative between the date of the issuance of the solicitation and the date of final contract award by the City of Cleveland. Violations will be reviewed by the Director of the Division of Purchasing. If determined that such communication has compromised the competitive process, the offer submitted by the organization, firm, or individual may be disqualified from consideration for award.
6. The City of Cleveland reserves the right to reject any or all proposals, in whole or in part, to request clarifications, to negotiate changes in the scope of services, and to waive any technicalities as deemed in its best interest.
7. Under the laws of the State of Ohio, all parts of a proposal, other than trade secret or proprietary information and the fee proposal, may be considered a public record which, if properly requested, the City must make available to the requester for inspection and copying. Therefore, to protect trade secret or proprietary information, the Consultant should clearly mark each page - but only that page - of its proposal that contains that information. The City will notify the Consultant if such information in its proposal is requested, but cannot, however, guarantee the confidentiality of any proprietary or otherwise sensitive information in or with the proposal. Blanket marking of the entire proposal as "proprietary" or "trade secret" will not protect an entire proposal and is not acceptable.
8. The City is not responsible for any explanation, clarification, interpretation, representation or approval made concerning this RFP or a Proposal or given in any manner, except by written addendum. The City will mail, e-mail, or otherwise deliver one copy of each addendum issued, if any, to each individual or firm that requested and received a RFP. Any addendum is a part of and incorporated in this RFP as fully as if originally written herein.

9. One (1) electronic file of your proposal should be submitted. One (1) separate fee schedule shall be submitted in a file saved as "Firm Name_FEE SCHEDULE." Proposals must be signed by a company official who has authorization to commit company resources *or* include a separate letter of support from the official with authorization to commit company resources.
10. Proposals and fee schedules shall be emailed to Specialist Abby Poeske at apoeske@clevelandohio.gov with the subject line "Proposal for Economic Development Analysis of the Burke Lakefront Airport."
11. Questions and requests for information should be directed to Abby Poeske (apoeske@clevelandohio.gov 216-664-2735).

Attachments

Attachment A: Non-Competitive Bid Contract

Attachment B: OEO Notice to Bidders and Schedules

Attachment C: Reimbursable Expenses

Attachment D: Mailing List

Exhibits

Exhibit 1: Burke Lakefront Airport Location



Exhibit 2: Burke Lakefront Airport Setting



Exhibit 3: Burke Lakefront Airport Facilities

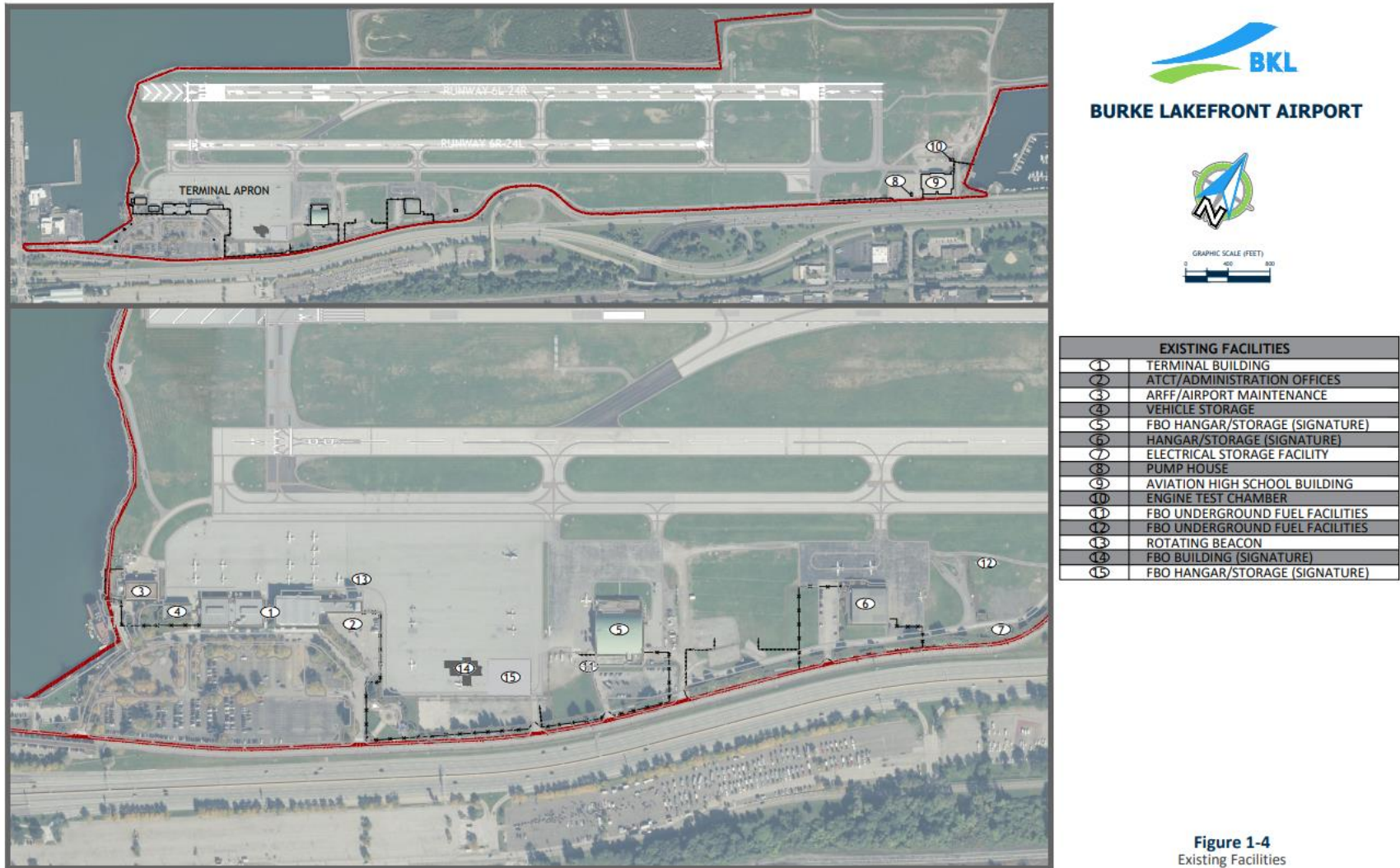


Exhibit 4: Confined Disposal Facilities at Burke



Source: CHA, 2021.